

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
July 12, 2011**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:06 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Board Room 3, Henrico, Virginia.

MEMBERS PRESENT: Joyce Hahn, R.N., Ph.D., APRN-CNS, NAE-BC, Chairperson
Florence Jones-Clarke, R.N., M.S.

STAFF PRESENT: Jay P. Douglas, RN, MSM, CSAC, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Tomeka Dowling, R.N., M.S., Nursing Education Consultant
Janet Younger, Ph.D., R.N., P.N.P., Discipline Staff
Laura L. Mueller, Administrative Assistant

CONFERENCES SCHEDULED:

**REGISTERED NURSING, PRACTICAL NURSING, MEDICATION AIDE AND NURSE AIDE
EDUCATION PROGRAMS**

Medication Aide Curriculum

Jennifer Fidura, Barbara Garner with Fidura and Associates, Inc. and Becky Bowers-Lanier were in attendance.

At 9:30 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of the Medication Aide curriculum developed by the Fidura and Associates, Inc. Additionally, she moved that Ms. Douglas, Dr. Younger, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:42 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend approval of the Fidura and Associates, Inc. curriculum for staff working in services licensed by the Department of Behavioral Health and Developmental Services contingent upon the revision of the pharmacy section consistent with the drug control act.

NCLEX Survey Visit

ECPI University – Associate Degree Nursing Education Program,
Newport News

Bridgette Carstens, RN, MSN, Program Director, Tamara King, and Barbara Larar, Vice President of Operations were in attendance.

Ms. Douglas left the meeting.

Ms. Douglas returned to the meeting.

At 10:44 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of ECPI University Associate Degree Nursing Education Program in Newport News. Additionally, she moved that Ms. Douglas, Dr. Younger, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:18 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend continuing conditional approval with thirty (30) days to meet the following requirements:

1. Submit a copy of the syllabi of the Dimensions course [18VAC90-120.A.];
2. Submit the current number of students in the Dimensions course including the clinical placement for both the precepted and faculty supervised experiences;
3. Submit copies of the preceptorship agreements and credentials of each preceptor [18VAC90-20-95];

4. Develop and evaluate student progression policy within the framework of the controlling institution as recommended in faculty minutes **[18VAC90-20-90.C.3]**;
5. Submit a copy of the latest nursing accreditation survey report **[18VAC90-20-140.A.6]**; and
6. Submit evidence that agencies utilized for clinical experiences are in good standing with its licensing body **[18VAC90-20-70.B.]**.

Upon receipt of the above information, the Board will review and make a recommendation regarding the program status at the September 2011 Education Informal Conference Committee meeting.

Additionally, the committee recommends the following information:

1. Submit a progress report regarding the effectiveness of the NCLEX-RN plan of correction no later than December 1, 2011; and
2. The Board will review the progress report and the 2011 NCLEX-RN pass rate for this nursing education program at its March 2012 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.A.B.**

Announcements

- Star Institute PN program has changed their program name to Star College
- Medical Careers Institute all PN and ADN programs have changed their name to ECPI University
- Wise County Vocational Technical School-PN program, Wise closed in June 2011

Continued Approval Survey Visit

Mountain Empire Community College – Practical Nursing Education Program, Big Stone Gap

Lena Whisenhunt, RN, BSN, Program Director, Dr. Richard Phillips, Vice President of Academic and Student Services and Dr. Scott Hamilton, President were in attendance.

At 12:03 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Mountain Empire Community College Practical Nursing Education Program in Big Stone Gap. Additionally, she moved that Ms. Douglas, Dr. Younger, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:15 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to continuing conditional approval pending receipt of the following requirements within thirty (30) days:

1. Evidence that the organizational chart accurately reflect the lines of authority and ensures that the program director provides supervision to all nursing faculty **[18VAC90-20-70.D]**;
2. Evidence of professional competence of program director and faculty **[18VAC90-20-90.A.]**;
3. Evidence of professional competence to ensure patient safety and protection as it relates to clinical supervision **[18VAC90-20-96.B.]**;
4. Evidence of supervised mental health clinical **[18VAC90-20-120.B.1.]**;
5. Evidence of domestic violence within the curriculum **[18VAC90-20-120.B.7.d.]**;
6. Evidence to verify a minimum of 400 hours of direct client care supervised by qualified faculty to include mental health clinical hours **[18VAC90-20-120.E.]**; and
7. Evidence of periodic evaluations of resources, facilities, and services **[18VAC90-20-130.A.]**.

The Board will review the 2011 NCLEX-PN pass rate for this nursing education program at its March 2012 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.A.B.**

Continued Approval Survey Visit

Centura College, West – Practical Nursing Education
Program, Richmond

Gayle Luck, RN, MSN, Program Coordinator and Diana Yanero-Albert, RN, BSN, Corporate Director of Nursing were in attendance.

At 12:42 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Centura College, West Practical Nursing Education Program in Richmond. Additionally, she moved that Ms. Douglas, Dr. Younger, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:51 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend continuing the nursing education program on provisional approval until the information submitted today can be reviewed by Board staff. You will be notified in writing by the Board of when you will be scheduled to return to the Education Informal Conference Committee meeting. A follow-up survey visit will be conducted at the Board's discretion.

Additionally, the Committee requests the following requirements within thirty (30) days:

1. Provide an organizational chart that includes the lines of authority and communication of the nursing education program to the cooperating agencies or advisory committee **[18VAC90-20-70.D];**
2. Provide in the Program Director's position description the authority to oversee the admission, progression and graduation of students, to hire and evaluate faculty, and to recommend and administer the program budget consistent with established policies of the controlling agency **[18VAC90.20.70.C.1-4];**
3. Include in the curriculum plan the 400 hours of direct client care (not including hours of observation) that each practical nurse student will receive while in the program as well as the hours for skills lab, lecture, and simulation **[18VAC90-20-120.E.];**
4. Publish and make available the faculty-staff roster and the passage rates on NCLEX-PN for the past five years for review by students as well as the public **[18VAC90-20-110.C.12, 14.];**
5. Provide in the Faculty's position description the authority to: perform the functions as stated in the regulation **[18VAC90-20- 90.C.1-6];**
6. Provide evidence that content containing Patient Rights are included in the curriculum **[18VAC90-20-120B.5.b.];**
7. Provide evidence that when discussing child abuse recognition, intervention measures are included **[18VAC90-20-120.D.];**
8. Develop an evaluation form for Student evaluations of the clinical agencies, and employer surveys of graduates **[18VAC90-20-130.A];**
9. Provide documentation that the program has learning resources that are current, pertinent and accessible to students and faculty, and sufficient to meet the needs of the students and faculty including subscriptions to any nursing journals and description of computer equipment **[18VAC90-20-130.C.];**
10. Provide accurate clinical affiliation agreement/contract for Hanover Health Care and Rehabilitation Center **[18VAC90-20-130.E.];**

11. Provide the month and year of accreditation for the following clinical agencies utilized by the practical nursing education program: Hanover County Schools, Health Services, Ashland; New Kent County Schools, Health Services; Patient First, Glen Allen; Tuckahoe Montessori School Richmond and Westport Rehabilitation and Nursing Center and remove clinical sites from the list that are not being used **[18VAC90-20-70.B. and 18VAC90-20-130.G]**;
12. Document in the student course syllabi and during new faculty orientation that no student is allowed to give medications without the supervision of their instructor **[18VAC90-20-96.B.]**.

Meeting adjourned at 12:54 p.m.

Dr. Younger left the meeting.

Meeting reconvened at 1:40 p.m.

Ms. Douglas left the meeting.

Continued Approval Survey Visit

Fairfax County Public Schools – Practical Nursing Education Program,
Fairfax

Anne Marie Glynn, RN, Med Program Director was in attendance.

At 1:50 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Fairfax County Public Schools Practical Nursing Education Program in Fairfax. Additionally, she moved that Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:59 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend granting full approval pending receipt of the following requirement within thirty (30) days:

Submit a preceptor packet which includes written objectives, methodology and evaluation procedures for a specific period of time; an orientation program for faculty, preceptors and students; the performance of skills for which the student has had faculty-supervised clinical and didactic preparation; and the overall coordination by faculty who assume ultimate responsibility for implementation, periodic monitoring and evaluation [18VAC90-20-95.D.1-4.].

The next survey visit will be scheduled in 2019.

Response to Requirements Not Met

Petersburg City Public Schools – Practical Nursing Education Program, Petersburg

Jeanne Maclin, Instructor (previous Program Director) and John Mayo, Assistant Superintendent were in attendance.

At 2:23 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Petersburg City Public Schools Practical Nursing Education Program in Petersburg. Additionally, she moved that Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 2:40 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Ms. Douglas returned to the meeting.

Action: Recommend to continue the nursing education program on conditional approval pending receipt of the following:

1. Notification letters to 2009 and 2010 graduates providing explanation of required clinical experiences in Maternity, Pediatrics, and Mental Health nursing;
2. Student attendance records and clinical performance evaluations for clinical experiences after experience obtained;
3. Verification of obtained clinical experiences by clinical agency; and
4. The admission of students is prohibited until Board is able to verify compliance with clinical experiences.

Application/Provisional Phase to Establish a Nursing Education Program

South University – Baccalaureate Degree Nursing Education Program, Virginia Beach

Abbey Pachter, PhD, RN Program Director, Dr. Mary Walker, Dean of the College of Nursing, Maureen Nixon, Dean of Academics, Seth Saunders, President and Carol Maxwell, MSN, RN, Clinical Coordinator were in attendance.

At 3:46 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of South University Baccalaureate Degree Nursing Education Program in Virginia Beach. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 4:16 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend deferring provisional approval pending receipt of the following requirements:

1. Provide updated breakdown of direct client care experiences and observational experiences consistent with assigned clinical agencies **[18VAC90-20-120.B.1.]**;
2. Provide most updated course syllabi to reflect the current healthcare environment; and
3. Provide the out of state program codes for already established nursing education programs to verify the NCLEX pass rates.

This resubmitted information will be presented at the November 2011 Education Informal Conference Committee meeting for a decision.

NCLEX-RN Success Plan

Bryant and Stratton College – Associate Degree Education Program, Richmond

Joette Lehberger, RN, MA, MSN, Program Director was in attendance.

Action: Recommend to continue the program's current approval status and accept the NCLEX success plan as information.

Application to Establish a Nurse Aide Education Program

Carrington Place of Wytheville, Wytheville

Sarah Vestich, In-service Coordinator was in attendance.

Action: Recommend approval of the application to establish a nurse aide education program at Carrington Place of Wytheville.

Initial Approval

Medical Learning Center – Practical Nursing Education Program,
Arlington

Dr. Safi, Administrator and Chana Mason, Director of Nursing
were in attendance.

At 5:11 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Medical Learning Center Practical Nursing Education Program in Arlington. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Dowling and Ms. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 5:16 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend placing the nursing education program on conditional approval, based on its recurrent history of NCLEX scores below 80%. In addition:

1. Submit a progress report regarding the effectiveness of the NCLEX-PN plan of correction no later than December 1, 2011; and
2. The Board will review the progress report and the 2011 NCLEX-PN pass rate for this nursing education program at its March 2012 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.A.B.**

Quarterly Report Meeting All Requirements

Patrick Henry Community College – Practical Nursing Education
Program, Franklin County

Action: Recommend:

1. Accept the report as information; and
2. The next quarterly report is due on Monday, October 3, 2011.

Curriculum Change

Chamberlain College of Nursing – Baccalaureate Degree Nursing Education Program, Arlington

Action: Recommend to continue program approval status and accept curriculum changes as information.

Curriculum Change

ECPI University-all Practical Nursing Education Program campuses, Virginia Beach, Newport News, Richmond and Manassas

Action: Recommend to continue program approval status at each location and accept curriculum changes as information.

Curriculum Change

Henrico County/St. Mary's Hospital School of Practical Nursing – Practical Nursing Education Program, Richmond

Action: Recommend to continue program approval status and accept curriculum changes as information.

Curriculum Change

Virginia State University – Associate Degree Nursing Education Program, Petersburg

Action: Recommend to continue program approval status and accept curriculum changes as information.

Initial Approval

Global Health Nurse Training Services – Practical Nursing Education Program, Alexandria

Action: Recommend granting initial approval pending the school's administration and faculty compliance with its written policies.

NCLEX-PN Success Plan

Action: Recommend to continue the program's current approval status and accept the NCLEX success plan as information for the following nursing education program:

Amherst County School of Practical Nursing – Practical Nursing
Education Program, Monroe

NCLEX Survey Visit

Lee County Career and Technical Center – Practical Nursing Education
Program, Ben Hur

Action: Recommend continuing conditional approval with thirty (30) days
to provide the following information:

1. Submit documentation regarding each clinical course specifying the specialty area; number of required clinical hours; number of actual obtained clinical hours; clinical dates and shift times; clinical facility; nursing units assigned; nursing faculty assigned, and a brief description of the clinical experience per course for the 2009, 2010, and 2011 graduating groups;
2. Evidence to determine that clinical agencies utilized for clinical experiences are in good standing with its licensing body **[18VAC90-20-70.B.]**;
3. Evidence that the number of faculty is sufficient to prepare students to achieve the objectives of the educational program and to ensure safety for patients to whom students and faculty provide care **[18VAC90-20-90.B.1.]**;
4. Evidence of preceptorship agreement in place for clinical course(s) utilizing preceptors for clinical supervision **[18VAC90-20-95]**;
5. Evidence of course/program requirements within the student handbook or course syllabi **[18VAC90-20-110.C.]**;
6. Evidence of course requirements within the curriculum plan and syllabi **[18VAC90-20-110.C.10]**;
7. Evidence of supervised clinical experience in mental health, pediatrics, and maternal-newborn specialty areas and in a variety of clinical settings **[18VAC90-20-120.B.1]**;
8. Evidence of prevention and response to situations of bioterrorism and domestic violence within the curriculum **[18VAC90-20-120.B.6.d.]**;
9. Evidence of supervised 400 direct client care clinical experience hours **[18VAC90-20-120.E.]**; and
10. Evidence of consistent secretarial assistance **[18VAC90-20-130.B.]**.

Additionally, the Committee requests the following information:

1. Submit a progress report regarding the effectiveness of the NCLEX-PN plan of correction no later than December 1, 2011;
2. The Board will review the progress report and the 2011 NCLEX-PN pass rate for this nursing education program at its March 2012 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.A.B.**

Program Change

South Central Area Health Education Center – Practical Nursing
Education Program, Hurt

Action: Recommend to deny the request and require a minimum high school GPA of 2.5 based on experience of other programs' NCLEX pass rates with low admission criteria.

Program/Location Change Site Visit

Marymount University – Baccalaureate Degree Nursing Education Program, Arlington

Action: Recommend to continue the program's approval status and accept the site visit report as information.

Clinical Request

Danville Community College – Associate Degree Nursing Education Program, Danville

Action: Recommend denying the request to use a daycare site as a clinical site for pediatric direct client care. In addition, the program must adhere to 18VAC90-20-95 as stated for this preceptorship experience.

Application to Establish a Nurse Aide Education Program

MicAnd Education Center, LLC, Fredericksburg

Action: Recommend approval of the application to establish a nurse aide education program at MicAnd Education Center, LLC.

On-Site Visit Report – Nurse Aide Program Requiring Remediation

Augusta Nursing and Rehabilitation Center, Fisherville

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

1. Ensure that each student is given a copy of the applicable Virginia law regarding criminal history records checks and a list of crimes which pose a barrier to employment [18VAC90-25-20.B.3];
2. Provide a dedicated classroom/skills lab for the nurse aide program [18VAC90-25-50.D.1-5.];
3. Add objectives to the curriculum for "Demonstrating skills supporting age-appropriate behavior allowing the client to make personal choices, and by providing and reinforcing other behavior consistent with the client's dignity" [18VAC90-25-40.A.4.d.];
4. Add objective to the curriculum for "Utilizing client's family or concerned others as a source of emotional support" [18VAC90-25-40.A.4.e.];
5. Add objective to the curriculum for "Providing culturally sensitive care" [18VAC90-25-40.A.4.h.];

6. Add objective to the curriculum for “Teaching the client in self-care according to the client’s abilities as directed by a supervisor” [18VAC90-25-40.A.6.f.];
7. Add objective to the curriculum for “Appropriate management of conflict” [18VAC90-25-40.A.10.];
8. Ensure that graduates receive a copy of the record major skills taught [18VAC90-25-50.A.1.]; and
9. Ensure that the curriculum is a minimum of 120 clock hours in length [18VAC90-25-50.C.1.].

On-Site Visit Report – Nurse Aide Program Requiring Remediation
Cumberland County High School, Cumberland

Action: Recommend conditional approval with ninety (90) days to meet the following requirements:

1. Add objective to the curriculum for “Recognizing changes in body functioning and the importance of reporting such changes to a supervisor” [18VAC90-25-40.A.2.a.]; and
2. Ensure that graduates receive a copy of the record of major skills taught [18VAC90-25-50.A.1.].

On-Site Visit Report – Nurse Aide Program Requiring Remediation
Fauquier High School, Warrenton

Action: Recommend conditional approval with ninety (90) days to meet the following requirement:

Ensure the textbook is up-dated to reflect current nurse aide practice standards [18VAC90-25-50.D.5.].

On-Site Visit Report – Nurse Aide Program Requiring Remediation
Global Health Nurse Training Services, Alexandria

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

1. Ensure the primary instructor meets the requirements for years of experience as a registered nurse [18VAC90-25-30.B.2.b.];
2. Ensure that the program coordinator has submitted all documents for instructional personnel approval to the Board [18VAC90-25-30.D.];
3. Add objective and content to the curriculum for “dealing with obstructed airway” [18VAC90-25-40.A.1.c];
4. Add objective and content to the curriculum for “performing basic emergency measures” [18VAC90-25-40.A.2.f.];
5. Add objective and content to the curriculum for “caring for and using orthotic devices” [18VAC90-25-A.6.e.];

6. Add objective and content to the curriculum for “teaching the client in self-care according to the client’s abilities as directed by a supervisor” [18VAC90-25-40.A.6.f.];
7. Add objective and content to the curriculum to include Virginia Board of Nursing regulations for Nurse Aides [18VAC90-25-40.A.8.]; and
8. Ensure individual record of major skills taught includes all the current skills identified in the NNAAP Virginia Candidate Handbook, a separate column for documentation of skills lab mastery and a signature/date line for instructor and student to sign at the completion of clinical experience [18VAC90-25-50.A.1.].

On-Site Visit Report – Nurse Aide Program Requiring Remediation

Ultimate Health School, Falls Church

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

1. Ensure that each student receives copy of applicable Virginia law regarding criminal history records checks for employment and a list of crimes which pose a barrier to employment [18VAC90-25-20.B.3.];
2. Ensure the other (clinical) instructor meets the requirements for years of experience as a licensed practical nurse [18VAC90-25-30.C.1.B.4.]; and
3. Ensure that the program coordinator has submitted all documents for instructional personnel approval to the Board of Nursing [18VAC90-25-30.D.].

On-Site Visit Report – Nurse Aide Program Requiring Remediation

Virginia School of Nursing and Medical Institute, Springfield

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

1. Ensure the primary instructor meets the requirements for years of experience as a registered nurse [18VAC90-25-30.B.2.b.];
2. Ensure that the program coordinator has submitted all documents for instructional personnel approval to the Board [18VAC90-25-30.D.];
3. Add objective to the curriculum for “fall prevention” [18VAC90-25-40.A.1.c.];
4. Add objective and content to the curriculum for “bathing and oral hygiene” [18VAC90-25-40.A.3.a.];
5. Add objective and content to the curriculum for “grooming” [18VAC90-25-40.A.3.b.];
6. Add objective and content to the curriculum for “dressing” [18VAC90-25-40.A.3.c.];
7. Add objective and content to the curriculum for “toileting” [18VAC90-25-40.A.2.d.];
8. Add objectives and content to the curriculum for “care for skin, to include prevention of pressure ulcers” [18VAC90-25-40.A.3.f.];

9. Add objective and content to the curriculum for “providing appropriate clinical care to the aged and disabled” **[18VAC90-25-40.A.4.g.]**;
10. Add objectives and content to the curriculum for “caring for and using prosthetic and orthotic devices” **[18VAC90-25-40.6.e.]**;
11. Add objective and content to the curriculum for “appropriate management of conflict” **[18VAC90-25-40.A.10.]**; and
12. Ensure individual record of major skills taught includes all the current
13. skills identified in the NNAAP Virginia Candidate Handbook, a separate column for documentation of skills lab mastery and a signature/date line for instructor and student to sign at the completion of clinical experience **[18VAC90-25-50.A.1.]**.

On-Site Visit Report – Nurse Aide Program Requiring Remediation

Wythe County Technology Center, Wytheville

Action: Recommend conditional approval with ninety (90) days to meet the following requirement:

Ensure that objectives for each unit of instruction are stated in behavioral terms which are measurable **[18VAC90-25-40-.B.1.]**.

On-Site Review Reports – Nurse Aide Programs Meeting All Regulations

Action: Recommend continued approval of the following nurse aide education programs:

- Asher Comprehensive Training center, Richmond
- Botetourt Technical Education Center, Fincastle
- Carroll County High School, Hillsville
- Companion Extraordinaire Nursing Network, Inc., Ashland
- Franklin County High School, Rocky Mount
- Genesis Woodmont Health Care Center, Fredericksburg
- INOVA Loudoun Nursing and Rehabilitation center, Leesburg
- Jackson River Technical Center, Covington
- Skyline Terrace Nursing Home, Woodstock
- Southside Virginia Community College (Christanna Campus), Alberta
- Southside Virginia Community College, Emporia
- Southside Virginia Community College, Lake Country Advanced Knowledge Center, South Hill
- Southside Virginia Community College, Jackson-Feild Home, Jarratt
- Southside Virginia Community College (Dual Enrollment at Brunswick High School), Lawrenceville
- Southside Virginia Community College (Dual Enrollment at Amelia-Nottoway Vo-Tech Center), Crewe
- Southside Virginia Community College (Dual Enrollment at Nottoway High School), Crewe
- Southside Virginia Community College (Dual Enrollment at Greensville County High School), Crewe

Board Approved Nurse Aide Curriculum

Action: Recommend approving the curriculum in concept with changes being made by Dr. Saxby.

Meeting adjourned at 5:54 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Tomeka Dowling, R.N. M.S.
Nursing Education Consultant